

APPLICATION
FOR ASSISTANCE FROM THE
WATER DEVELOPMENT FUND
AND
WATER, SEWER AND SOLID WASTE
MANAGEMENT SYSTEM
FUND



ARKANSAS SOIL AND WATER CONSERVATION COMMISSION

SEPTEMBER 1996

ARKANSAS SOIL AND WATER CONSERVATION COMMISSION

**APPLICATION FOR ASSISTANCE
FROM THE**

(Please check appropriate box)

☐

WATER DEVELOPMENT FUND

☐

WATER, SEWER & SOLID WASTE FUND

(Complete All Blanks - Please Type)

DATE: _____

PROJECT NAME: _____

COUNTY(S): _____

- (1) Narrative (Include project name, purpose and need. Note any attachments).

- (2) Discuss the project benefits in general and specifically include population of project area, number of customers served, cost per customer, and % of potential customers who plan to be served.

- (3) Cost Summary. Values should be based on preliminary or final engineering report estimates. Use applicable blanks.

Construction Costs

(List contingencies separate)

(a) Dam

- | | |
|------------------------|----------|
| 1. Public Water Supply | \$ _____ |
| 2. Flood control | \$ _____ |
| 3. Recreation | \$ _____ |
| 4. Fish & Wildlife | \$ _____ |
| 5. _____ | \$ _____ |

(b) Channel(s)

- | | |
|------------------|----------|
| 1. Flood control | \$ _____ |
| 2. Drainage | \$ _____ |

(c) Recreation \$ _____

(d) Raw Water Intake \$ _____

(e) Well \$ _____

(f) Water storage Facilities \$ _____

(g) Water/Wastewater
Treatment Facilities \$ _____

(h) Distribution Facilities \$ _____

(i) Sewer Lines \$ _____

(j) Solid Waste Disposal

- | | |
|---------------------|----------|
| 1. Vehicles | \$ _____ |
| 2. Heavy Equipment | \$ _____ |
| 3. Compactors | \$ _____ |
| 4. Incinerators | \$ _____ |
| 5. Site Preparation | \$ _____ |

(Attach Details)

6. Transfer Stations \$ _____

7. _____ \$ _____

8. _____ \$ _____

(k) Other Structures \$ _____

_____ \$ _____

_____ \$ _____

SUB TOTAL \$ _____

Contingencies \$ _____

Land Rights Costs \$ _____

(a) Land Purchase \$ _____

(b) Easements \$ _____

(c) Rights-of-way \$ _____

(d) _____ \$ _____

_____ \$ _____

SUB TOTAL \$ _____

Engineering Service Cost

(a) Feasibility Study \$ _____

(b) Construction Project \$ _____

1. Preliminary Costs \$ _____

2. Design \$ _____

3. Construction Insp. \$ _____

SUB TOTAL \$ _____

Other Costs

(a) Project Administration \$ _____

(b) Property or Land Surveying \$ _____

(c) Legal Fees \$ _____

(d) _____ \$ _____

(e) _____ \$ _____

SUB TOTAL \$ _____

TOTAL \$ _____

Deferred Costs \$ _____

Total Project Costs \$ _____

(4) Funding: % OF TOTAL

Total amount requested from State. \$ _____ \$ _____

Total amount of loans or grants \$ _____ \$ _____
from other sources.

Total amount of local cash funds \$ _____ \$ _____
contributed.

Other \$ _____ \$ _____

TOTAL \$ _____ 100%

(5) Type participation requested from State (Check Applicable Block).

- ☐ Loan
- ☐ Grant-in-Aid
- ☐ Guarantee of Loan Repayment
- ☐ Joint Venture

(6) Funds requested from other sources.

List amounts of funds in applicable column. Attach copies of letters from all agencies contacted concerning the project. For those agencies involved in financing the project, attach documentation that their funds have been approved for the project and the amount of loan and/or grant is the maximum that can be allotted for this project.

	LOAN	GRANT
Economic Development Administration	\$_____	\$_____
U. S. Housing & Urban Development	\$_____	\$_____
Rural Development	\$_____	\$_____
U. S. Environmental Protection Agency	\$_____	\$_____
Soil Conservation Service	\$_____	\$_____
U.S. Army Corps of Engineers	\$_____	\$_____
Other - List _____	\$_____	\$_____
_____	\$_____	\$_____
_____	\$_____	\$_____
State Agency(s) - List _____	\$_____	\$_____
_____	\$_____	\$_____
_____	\$_____	\$_____
Local - List _____	\$_____	\$_____
_____	\$_____	\$_____
_____	\$_____	\$_____
TOTALS	\$_____	\$_____

- (7) List other financial obligations of the Applicant. (Such as existing loans, bond indebtedness, etc. - Show type of indebtedness, and date to be paid off).

TYPE OF OBLIGATION (Loans, Bonds, Etc.)	AMOUNT OWED	DATE TO BE PAID OFF
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

- (8) How much of the allotted 10 mill tax for Municipal improvements has been levied?

- (9) Do you plan to levy any remaining millage and/or issue Ad Valorem Bonds to help pay for this project? _____. If no, explain why. _____

- (10) Have all land rights been obtained? _____. Land rights acquisition should be certified by enclosing copies of deeds or options to purchase.

- (11) Will condemnation action be necessary to obtain any land rights? _____. If so, list size and appraised value of all tracts of land on which condemnation action is anticipated. Use attachment if necessary.

<u>ACRES</u>	<u>ESTIMATED COST</u>
_____	_____
_____	_____
_____	_____
_____	_____
TOTAL _____	TOTAL\$ _____

- (12) Has the project area been officially identified as a 'Special Flood Hazard Area' by the Federal Emergency Management Administration? _____ If so, give date of notification and explain what action the City or County has taken or plans to take.

- (13) If percentage of special needs categories (elderly, low income, unemployed) as defined in the Rules and Regulations, is substantially higher for the project area than for the county(s) in which the project is located, attach documentation of that fact.

- (14) Entity responsible for construction and financial management or the project.

- (15) Attach a time schedule for completing each portion of the project. including: Final Design, Review, Bidding, and Construction (include additional project sections, if any).

MUNICIPAL AND INDUSTRIAL WATER, SEWER AND SOLID WASTE SYSTEMS

(Complete if Applicable)

- (1) Type of project: ☐ New System ☐ Expansion ☐ Repair
Related to: ☐ Source ☐ Distribution ☐ Storage
☐ Treatment
- (2) If project involves the development of a groundwater source, attach a copy of a letter from the Arkansas Geological Commission stating their opinion in regard to adequacy of the proposed source.
- (3) If project includes wells, give location(s) below. Show Township, Range, Section and Quarter Section for each well.

- (4) Document existing water quality problems by (a) State Health Department if a public water supply system exists within the proposed project area, or (b) County sanitarian if private, individual systems are currently used. The correspondence should state the nature and degree of contamination or mineralization of the existing source with respect to its impact on the public's health.
- (5) If applicant plans to purchase water from an existing reservoir, attach copy(s) of the agreement(s) or contract(s).
- (6) If applicant proposed to purchase water from an existing public water supply system, attach a copy of the agreement, contract, or correspondence from the selling entity verifying adequacy of their system to supply the water, specifying cost, amount, and contract period.
- (7) If applicant is a rural water association or sewer improvement district, attach executed copies of the co-sponsorship agreement and supporting resolutions by both the sponsoring entity and the association.
- (8) Proposed Rates: Minimum_____ Average_____
- (9) Attach a copy of the preliminary engineering report. (This report is to follow but not limited to, the attached outline and include the specific points addressed).

PRELIMINARY ENGINEERING REPORT

I. General Narrative

- A. Location
- B. Population
- C. Socioeconomic make-up
- D. Purpose of project

II. Existing system

- A. Ownership and Source
- B. Problems (storage, treatment, distribution, or source)
- C. Back-up source

III. Proposed System

- A. Ownership and Source
- B. Current and 40-year project water demand for service area
- C. 40-year population projection for service area
- D. Back-up source
- E. Complete cost estimate for each alternative
- F. Annual O&M Cost for each alternative
- G. Map of Service Area

IV. Financial

- A. Existing and Proposed Water Rates
- B. Anticipated Revenues for project

V. Recommendations

RECREATION
(Complete if Applicable)

- (1) Show proof of coordination with state outdoor recreation plan.
- (2) Type of recreation facilities to be made available by the project.
- ☐ Swimming ☐ Boating ☐ Skiing ☐ Fishing
- ☐ Camping ☐ Picnicking ☐ Hunting ☐ Hiking
- ☐ Playgrounds ☐ Boat Launching Ramps ☐ _____ ☐ _____
- (3) List other sources of similar recreation facilities available within the area to be served by this project.
- _____
- _____
- _____
- (4) Acres within the recreation development (exclude surface areas of lakes)
- (5) Is this a water based recreation project?_____. It yes, how many surface acres of water will be available for recreation purposes? _____
- _____
- (6) Will fees be charged for use of the recreation project?_____ If yes, will these fees be used to help pay for the construction of the project?_____
- (7) Entity responsible for operation and maintenance.
- _____
- (8) Attach a copy of the Agreement(s) or contract(s) for operation and maintenance for the proposed project.
- (9) Provide evidence that sufficient funds will be generated to operate and maintain the facilities.
- (10) Attach copies of any preliminary reports or engineering studies that have been made on this project.

FLOOD CONTROL OR DRAINAGE PROJECT
(Complete if Applicable)

- (1) Purpose of project (Check applicable blocks).

☐ Flood Control ☐ Drainage ☐ Other_____

- (2) Type Benefits (Check applicable blocks)

☐ Agricultural ☐ Urban ☐ Other_____

- (3) Acres within the benefited area _____.

- (4) Discuss average annual benefits and average annual costs (b/c ratio).

- (5) Explain the tax rates for the benefited area.

(a) Is the tax rate per acre uniform for the entire benefited area? _____ If the tax rate is uniform list rate. _____

(b) If the answer to (a) is no, explain the different tax classifications and give the tax rate per acre for each. (provide attachment if necessary)

- (6) Attach copies of any work plans, engineering studies, etc. applicable to this project.

- (7) Attach a copy of the maintenance and operation contract to be used on the proposed and financial documentation verifying that sufficient revenues will be available to carry out proper maintenance and operation.

FEASIBILITY STUDY
(Complete if Applicable)

- (1) Briefly explain the scope and objectives of the study.
-
-
-
-
- (2) If the study indicates that a feasible water supply can be developed and such a supply is needed, are the local sponsors willing to follow through on developing the supply? (provide documentation)
-
-
-
-
- (3) Answer this only if study is for a municipal and industrial water supply. Discuss existing source of water and the need for developing a new source.
-
-
-
-
- (4) Estimated population in the proposed service area.
-
- (5) Attach copies of any letters or reports from local government, county officials and state or federal agencies which indicate the need for the project.
- (6) Attach map of proposed study area.

SIGNATURE SHEET

(This sheet should contain the signature of project sponsors)

ADDRESS

(SIGNATURE)

NAME: _____
(PLEASE TYPE)

TITLE: _____

DATE: _____

(SIGNATURE)

NAME: _____
(PLEASE TYPE)

TITLE: _____

DATE: _____

(SIGNATURE)

NAME: _____
(PLEASE TYPE)

TITLE: _____

DATE: _____

PHONE: _____

PROJECT ENGINEER

PHONE: _____

(SIGNATURE)

NAME: _____
(PLEASE TYPE)

TITLE: _____

DATE: _____

Certificate of Compliance with Arkansas Code 14-234-119 through 122

Arkansas law requires any entity with between 100 and 500 service connections and that receives public money for water or sewer projects to file an annual financial audit and management letter or statement of agreed upon procedures with the Division of Legislative Audit. Entities with 500 or more service connections must file an annual audit.

This Certificate is to be completed and filed before applications for financial assistance may be approved by the Commission.

Please answer the following three questions and sign below:

- 1. The applicant has _____ service connections.**

- 2. Yes No (Circle one) The applicant has received money lent or granted by the state for its water or sewer systems.**

- 3. Yes No (Circle one) The applicant has filed all required annual financial reports with the Division of Legislative Audit.**

Applicant

Signature

Title

14-234-119. Annual audits.

(a) Any county, municipality, improvement district, or other entity receiving public funds or public grants that provides water or sewage services and having at least one hundred (100) service connections shall procure an annual financial audit of the system.

(b) Such audits shall be conducted following each system's fiscal year end and shall include a management letter.

(c) Each such entity shall choose and employ accountants, in good standing with the Arkansas State Board of Public Accountancy, to conduct these audits in accordance with Government Auditing Standards issued by the Comptroller General of the United States.

History. Acts 1997. No. 272 § 1.

14-234-120. Filing of audit report.

Copies of each audit report and the accompanying management letter shall be filed with the Division of Legislative Audit within one (1) year from the close of the fiscal year. The Division of Legislative Audit shall present the audit reports and accompanying management letters to the Legislative Joint Auditing Committee.

History. Acts 1997. No. 272 § 2.

14-234-121. Review of audit report by board.

Each audit report, with accompanying management letter, shall be reviewed by the appropriate board at the next regularly scheduled open meeting after receiving the audit report from the accountant.

History. Acts 1997. No. 272 § 3.

14-234-122. Penalty provision.

Any entity not complying with §§ 14-234-119 – 14-234-121 shall not be eligible to receive any funding or grants flowing through agencies of the State of Arkansas.

History. Acts 1997. No. 272 § 4.